

**BRANSTON PARISH COUNCIL MEETING 26<sup>th</sup> NOVEMBER, 2024, COMMENCING 6.30 P.M.  
AT CLAYS LANE SPORTS PAVILION**

**Summons**

Members are summoned to attend the next parish council meeting scheduled to take place on Tuesday 26<sup>th</sup> November, 2024, commencing 6.30 p.m., at Clays Lane Sports Pavilion for the transaction of the business shown on the agenda below.

**Public Participation**

Members of the public and press are entitled to attend parish council meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings

Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting. If possible prior notice to speak needs to be given to the Clerk by 12 noon on the day of the meeting: [clerk@branstonparishcouncil.gov.uk](mailto:clerk@branstonparishcouncil.gov.uk)

Any issues raised during public participation, no resolution for action can be taken unless already identified on the agenda.

A record of attendees during public participation shall be recorded.

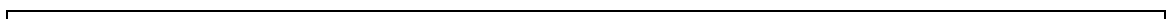
The public question time shall not exceed 15 minutes unless by resolution or at the discretion of the chairman. If a member of the public wishes to share a document with council, these documents must be submitted to [clerk@branstonparishcouncil.gov.uk](mailto:clerk@branstonparishcouncil.gov.uk) by noon on the day of the meeting.

**The 7 principles of public life**

Selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Members are reminded of their duty under the Code of Conduct.

*Kay Lear*

Mrs K Lear  
Clerk/Proper Officer



**AGENDA – BRANSTON PARISH COUNCIL MEETING, 26<sup>th</sup> NOVEMBER 2024,  
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**Public participation** - A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

1. Apologies for absence
2. Declaration of interest and dispensations
3. Minutes for approval, 22<sup>nd</sup> October 2024
4. To receive draft minutes of the Finance and General Purposes Committee and Events and Communications Committee
5. Chairmans Report
6. To receive update on places of welcome initiative
7. To receive an update on The Bridge
8. To receive update on Aviation Lane Park Meeting
9. To consider hosting a remembrance concert budget up to £5K
10. To receive an update on the In Bloom meeting and agree actions
11. Council to consider if they wish to host the neighbourhood festive lights initiative again this year
12. Financial and Policy Matters
  - a) To approve payments
  - b) To receive expenditure against budget
  - c) To receive external audit report
  - d) To appoint internal auditor
  - e) To approve date for extra ordinary meeting in December to approve budget for 2025-26 and approve precept demand to billing authority
  - f) To receive draft budget 2025-26
  - g) To receive annual inspection reports
  - h) To adopt Risk Management Plan
  - i) To review standing orders as per delegation scheme
  - j) Council to approve hire costs for pavilion/playing field users
  - k) To receive tenders for emergency lighting works
  - l) To receive tenders for tarmac path, to include installation of two bollards
  - m) To discuss and agree changes to financial regulations
  - n) To discuss storage requirements to enable quotations to be obtained, budget up to £20,000
  - o) To consider purchase of past chairman medal budget up to £2K
13. Correspondence
  - a) Planning applications and matters
  - b) Correspondence from residents, third parties
14. Clerks report
15. Volunteer award scheme nominations

**UNDER THE PUBLIC (ADMISSION TO MEETINGS) ACT 1960 IN VIEW OF THE SPECIAL NATURE OF THE BUSINESS TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW**

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